

# Memorandum



**Date:** September 11, 2007  
**To:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners  
**From:** George M. Burgess  
County Manager  
**Subject:** Resolution Waiving Formal Bid Procedures

**B & F**  
**Agenda Item No.** 3 (D)

**Recommendation**

It is recommended that the Board of County Commissioners waive competitive bidding procedures for the attached contracts to purchase goods and services pursuant to Section 2-8.1 of the County Code and Section 4.03(D) of the Home Rule Charter, in the best interest of Miami-Dade County.

**Scope**

The impact of the items in the accompanying Bid Waiver Package is countywide in nature.

**Fiscal Impact/Funding Source**

The accompanying Bid Waiver Package states the funding source for each department utilizing a contract. It should be noted that no funds are to be expended on any contract if the department's budget cannot support such expenditures.

**Track Record/Monitor**

There are no known performance issues with the vendors recommended for award in the accompanying Bid Waiver Package. Each department's contract manager is reflected in the accompanying Bid Waiver Package.

**Background**

**Section 1 SOLE SOURCES**

A sole source purchase is the procurement of a good or service under Administrative Order 3-38 for which there is no other vendor who can compete to provide the good or service, and an equal product or service is not available from any other supplier.

There are no items for this section.

**Section 2 BID WAIVERS**

A bid waiver is a purchase of a good or service under Administrative Order 3-38 without formal competitive bidding when it is determined to be in the best interest of the County.

There are no items for this section.

### **Section 3 EMERGENCY PURCHASES**

An emergency purchase is an unforeseen or unanticipated urgent and immediate need for goods or services where the protection of life, health, safety or welfare of the community, or the preservation of public properties, would not be possible using other purchasing methods described in Administrative Order 3-38.

**Item 3.1: Elevator Maintenance Services** is to ratify an emergency award for elevator maintenance services for various County departments. The allocation for Miami-Dade Transit is funded by Operating Revenue and the Surtax allocation formula. As a direct result of the People's Transportation Plan (PTP), ridership has increased and riders are more frequently using the elevators. The amount being requested is **\$2,080,000**.

**Item 3.2: Emphasys Computer Solutions Optimization Services** is to ratify an emergency award for Emphasys Computer Solutions, Inc. services for the Miami-Dade Housing Agency recertification and optimization project. The amount being requested is **\$498,652**.

**Item 3.3: Emphasys Accounting Consulting Services** is to ratify an emergency award for Emphasys Computer Solutions, Inc. professional services for the Miami-Dade Housing Agency. The amount being requested is **\$140,000**.

### **Section 4 NON-COMPETITIVE CONTRACT MODIFICATIONS**

A non-competitive contract modification is a supplemental allocation for goods or services that significantly exceeds the scope of the original contract allocation, or a modification of an established non-competitive contract representing, a waiver of the competitive bidding process under Administrative Order 3-38.

**Item 4.1: Consulting Services Demo Project – Phase III** is approval for additional time only for the Miami-Dade Juvenile Services Department (JSD) to continue Phase III of the research and implementation of the National Demonstration Program at the JSD. This contract modification will allow the JSD to continue the use of the Thurston Group, Inc. for research and planning services. **There is no additional funding requested.**

**Item 4.2: Purchase and Lease of Copy Machine Equipment** is approval for authorization to allow the Office of Citizens' Independent Transportation Trust (OCITT) to access this contract and authorize the use of the People's Transportation Plan (PTP) funds. The funding is recommended for award since PTP legislation requires the use of Surtax funds to be approved by the Board of County Commissioners and the Citizens' Independent Transportation Trust. The amount being requested is **\$15,000**.

**Section 5 CONFIRMATION (UNAUTHORIZED) PURCHASES**

A confirmation purchase is a ratification action approving an unauthorized purchase in accordance with Administrative Order 3-38.

**Item 5.1: MIA Chiller Repair Bldg. #33** is ratification of a confirmation purchase for the Miami-Dade Aviation Department for chiller repairs at Building #33 at Miami International Airport. The amount being requested is **\$97,015**.

**Section 6 REQUESTS FOR AUTHORITY TO EXERCISE OPTIONS-TO-RENEW (OTRs) UNDER EXISTING NON-COMPETITIVE CONTRACTS THAT WOULD BRING THE CUMULATIVE CONTRACT VALUE TO MORE THAN \$100,000**

The non-competitive contract listed in this section requires approval to exercise future options-to-renew (OTR) contained in the contract that would, if exercised, bring the cumulative value of each contract over \$100,000. This contract was awarded under the County Manager's delegated authority (\$100,000 for non-competitive procurements) pursuant to Section 2-8.1(b) of the County Code and the Master Procurement Administrative Order, A.O. 3-38.

Prior to exercising an OTR, market research is conducted to ensure continued purchases from the awarded vendors are in the best interest of the County. Market research includes competitive factors such as pricing, quality, product features, technology, and lead time. It may also include commercial factors such as environmental issues, other government entity practices, industry trends, support and capabilities. The OTRs on the contract in this section will be executed once determined to be in the best interest of the County.

**Item 6.1: Tour Andover Heating/Maintenance** is approval to exercise options-to-renew for a contract established to maintain Tour Andover Heating, Ventilation and Air Conditioning (HVAC) system for the Corrections and Rehabilitation Department and General Services Administration. The amount being requested is **\$129,225**.

**Section 7 RETROACTIVE APPROVAL FOR THE EXECUTION OF OPTIONS-TO-RENEW (OTRs) UNDER EXISTING NON-COMPETITIVE CONTRACTS THAT WOULD BRING THE CUMULATIVE CONTRACT VALUE TO MORE THAN \$100,000**

The non-competitive contract listed in this section is seeking retroactive approval for the execution of options-to-renew (OTRs) contained in the contract that brought the cumulative value over \$100,000. This contract was awarded under the County Manager's delegated authority (\$100,000 for non-competitive procurements) pursuant to Section 2-8.1(b) of the

County Code and the Master Procurement Administrative Order, A.O. 3-38. When originally awarded, these contracts were valued below \$100,000. Subsequently, the OTRs were exercised which caused the cumulative value of the contract to exceed the \$100,000 threshold. Retroactive approval of the execution of the OTRs is therefore requested

**Item 7.1: INFAX System Maintenance, Replacement and Repair** is approval to ratify the execution of the first and second options-to-renew, and approval to exercise subsequent options-to-renew for this maintenance support services contract for the INFAX Flight Information Display System (FIDS) at Miami International Airport. The amount being requested is **\$400,000**.



Assistant County Manager

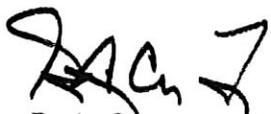


# MEMORANDUM

(Revised)

TO: Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

DATE: October 2, 2007

FROM:   
R. A. Cuevas, Jr.  
County Attorney

SUBJECT: Agenda Item No.

Please note any items checked.

- "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Bid waiver requiring County Manager's written recommendation
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- Housekeeping item (no policy decision required)
- No committee review

Approved \_\_\_\_\_ Mayor

Agenda Item No.

Veto \_\_\_\_\_

Override \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

RESOLUTION WAIVING FORMAL BID PROCEDURES FOR THE PURCHASE OF GOODS AND SERVICES AND AUTHORIZING THE COUNTY MAYOR TO AWARD SAME, WITH AUTHORITY TO EXERCISE OPTIONS-TO-RENEW ESTABLISHED THEREUNDER

WHEREAS, the County Mayor recommends to this Board to waive formal bid procedures for the purchase of goods and services which cannot be purchased under normal bid procedures,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA,** that this Board finds it is in the best interest of Miami-Dade County to waive formal bid procedures for the purchase of goods and services and to authorize the County Mayor to award such contracts, with authority to exercise options-to-renew established thereunder pursuant to Section 4.03(D) of the Home Rule Charter and Section 2-8.1 of the County Code by a two-thirds (2/3s) vote of the Board members present.

The foregoing resolution was offered by Commissioner who moved its adoption. The motion was seconded by Commissioner and upon being put to a vote, the vote was as follows:

Bruno A. Barreiro, Chairman  
Barbara J. Jordan, Vice-Chairwoman

Jose "Pepe" Diaz	Audrey M. Edmonson
Carlos A. Gimenez	Sally A. Heyman
Joe A. Martinez	Dennis C. Moss
Dorrin D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 2nd day of October, 2007. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor; and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF COUNTY  
COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.   J.B.

It is recommended that the Board of County Commissioners waive the use of the formal bidding process for the items listed in this package pursuant to Section 4.03 (D) of the Home Rule Charter in the best interest of Miami-Dade County.

**SECTION #3**  
**EMERGENCY PURCHASES**

**Item 3.1**

**RECOMMENDATION**

It is recommended that the Board of County Commissioners waive formal bid procedures and ratify an emergency award for elevator maintenance services for various County departments. The allocation for the Miami-Dade Transit will be funded by Operating Revenue and the Surtax allocation formula. As a direct result of the People's Transportation Plan (PTP), ridership has increased and riders are more frequently using the elevators.

**Contract No:** E1245-0/07

**Contract Title:** Elevator Maintenance Services

**Description:** To establish an emergency contract for elevator maintenance services for various County departments.

**Term:** Three months (July 1, 2007 through September 30, 2007)

**Contract Amount:** \$2,080,000 for three months

**Using/Managing Agencies and Funding Sources:**

<u>Departments</u>	<u>Allocation</u>	<u>Funding Source</u>
Aviation	\$ 432,051	Operating Revenue
Corrections and Rehabilitation	\$ 44,198	General Fund
GSA	\$ 155,722	Internal Service Charges
Housing	\$ 2,308	Federal Revenue
Park and Recreation	\$ 2,222	General Fund and Operating Revenue
Transit	\$1,328,402	Operating Revenue and PTP Surtax
Seaport	\$ 62,106	Operating Revenue
Unallocated	\$ 52,991	Various
<b>Total:</b>	<b>\$2,080,000</b>	

**Previous Contract Allocation:** \$6,315,583 for twenty months

**Method of Award:** Emergency awarded to the vendor who provided services on the previous contract.

<b>Vendor:</b> •Schindler Elevator Corp. (Non-local vendor)	<b>Address</b> 201 S. Orange Ave. #1100 Orlando, FL 32801	<b>Principal</b> Keith P. Ryan
---	--	-----------------------------------

**Contract Measure:** No measure – emergency

**Review Committee Date:** July 11, 2007; Item #2-02

**Local Preference:** Not applicable

**Living Wage:** The Living Wage Ordinance applies.

**User Access Program (UAP):** This contract includes the User Access Program (UAP) provision. The 2% discount is being collected on all purchases that do not have a federal funding source

**Performance Data:** There are no performance issues.

**Compliance Data:** There are previous compliance issues with the awardee.

Two Notices to Cure (NTCs) were issued to Schindler Elevator Corp. on March 24, 2006 and June 16, 2006 for failure to respond to payroll audits. These issues have been satisfactorily resolved and are now closed.

**Contract Managers:** Jose Sanchez, Department of Procurement Management

This contract includes allocations for seven departments. Each department has a designated contract manager.

**Contract Effective Date:** July 1, 2007 subject to retroactive approval by the Board of County Commissioners, expiration of the mayoral veto period and subsequent approval by the Citizens' Independent Transportation Trust.

## **JUSTIFICATION**

Seeking ratification of an emergency contract awarded by the General Services Administration (GSA) on July 1, 2007 for the purchase of elevator and escalator maintenance services. GSA is responsible for oversight of the maintenance of elevators and escalators in County facilities. This emergency contract will ensure continuation of repair and maintenance services to County elevators and escalators for three months (July 1, 2007 through September 30, 2007) pending the award of the long-term replacement contract.

The recommendation to award a replacement sole source contract to the Schindler Elevator Corporation was presented to the Budget and Finance Committee on April 10, 2007. Following discussion, the item was bifurcated and forwarded to the Board with no recommendation, as a stand alone item. The Committee directed staff to gather and provide additional information regarding the life cycle of Schindler elevators. The stand alone item was presented to the Board on May 8, 2007 along with the additional information. The item was deferred to May 22, 2007, and at that meeting the Board requested additional information to include the cost of in-house maintenance by County staff, price comparisons with other entities, and total cost of combining maintenance services for all County elevator equipment. This report is being developed and will be presented to the Board in September 2007 along with the replacement contract.

The issuance of this emergency contract was certified by the director of General Services Administration, as required by *Administrative Order 3-38*.

Proceeds from the Charter County Transit System Sales Surtax levied pursuant to Section 29.121 of the Code of Miami-Dade County may be used to fund a part of the costs of this contract for Miami-Dade Transit. Board of County Commissioners and Citizens' Independent Transportation Trust approvals are required prior to contract execution.

---

**Item 3.2**

**RECOMMENDATION**

It is recommended that the Board of County Commissioners waive formal bid procedures and ratify an emergency award for Emphasys Computer Solutions, Inc. for services for the Miami-Dade Housing Agency (MDHA) recertification and optimization project.

**Contract No:** E8290-0/09

**Contract Title:** **Emphasys Computer Solutions Optimization Services**

**Description:** To establish an emergency contract for Emphasys Computer Solutions, Inc. to provide professional services for the MDHA to complete the Section 8 Back Log Certification Project, and to provide Waitlist Project Optimization Services.

**Term:** Two years (April 24, 2007 through April 23, 2009)

**Contract Amount:** \$498,652 for the two-year term

**Using/Managing Agencies  
and Funding Sources:**

<u>Department</u>	<u>Allocation</u>	<u>Funding Source</u>
Housing	\$498,652	Federal Revenue

**Previous Contract Allocation:** Not applicable

**Method of Award:** Emergency awarded to the vendor capable of providing the required services needed for MDHA to remain in compliance with Federal HUD regulations.

<b>Vendor:</b>	<b>Address</b>	<b>Principal</b>
•Emphasys Computer Solutions, Inc. (Non-local vendor)	3890 Charlevoix Avenue Suite 370 Petoskey, MI 49770	Mike Byrne

**Contract Measure:** No measure – emergency

**Review Committee Date:** April 25, 2007; Item #5-01

**Local Preference:** Not applicable

**Living Wage:** The Living Wage Ordinance does not apply.

**User Access Program (UAP):** This contract does not include the User Access Program (UAP) provision due to the funding source.

**Performance Data:** There are no performance issues.

**Compliance Data:** There are no compliance issues.

**Contract Managers:** Leida Altman Carrillo, Department of Procurement Management  
Mari Saydal Hamilton, Miami-Dade Housing Agency  
June Randall, Enterprise Technology Services Department

**Contract Effective Date:** April 24, 2007 subject to retroactive approval by the Board of County Commissioners and expiration of the mayoral veto period.

**JUSTIFICATION**

Seeking ratification of an emergency contract awarded by the Miami-Dade Housing Agency (MDHA) on April 24, 2007 for the required Emphasys Computer Solutions professional services for the completion of certifications for the Section 8 Backlog Project and the Waitlist Project Optimization Services. MDHA is responsible for maintaining certification of all facilities. Currently, MDHA has late re-exams which are affecting operations and funding. The issuance of this emergency will support MDHA in addressing the certification backlog to avoid the risk of a lower management rating.

This emergency was issued to Emphasys Computer Solutions, Inc. the sole proprietor of the Emphasys Computer System (ECS) currently utilized by MDHA. This vendor is thoroughly familiar with all MDHA systems and processes and has staffing capabilities to immediately mobilize and provide the necessary services.

The issuance of this emergency contract was certified by the director of MDHA, as required by *Administrative Order 3-38*.

---

**Item 3.3**

**RECOMMENDATION**

It is recommended that the Board of County Commissioners waive formal bid procedures and ratify an emergency award for Emphasys Computer Solutions, Inc. professional services for the Miami-Dade Housing Agency (MDHA).

**Contract No:** E8349-0/07

**Contract Title:** **Emphasys Accounting Consulting Services**

**Description:** To establish an emergency contract for Emphasys Computer Solutions, Inc. to provide professional services for the MDHA for training on the current Emphasys Computer System (ECS) and procedure realignment for the accounting division.

**Term:** Six months (June 6, 2007 through December 15, 2007)

**Contract Amount:** \$140,000 for the six-month term

**Using/Managing Agencies and Funding Sources:**

<u>Department</u>	<u>Allocation</u>	<u>Funding Source</u>
Housing	\$140,000	Federal Revenue

**Previous Contract Allocation:** Not applicable

**Method of Award:** Emergency awarded to the vendor capable of providing the required services needed for MDHA.

<b>Vendor:</b>	<b>Address</b>	<b>Principal</b>
•Emphasys Computer Solutions, Inc. (Non-local vendor)	3890 Charlevoix Avenue Suite 370 Petoskey, MI 49770	Mike Byrn

**Contract Measure:** No measure - emergency

**Review Committee Date:** June 6, 2007; Item #5-01

**Local Preference:** Not applicable

**Living Wage:** The Living Wage Ordinance does not apply.

**User Access Program (UAP):** This contract does not include the User Access Program (UAP) provision due to the funding source.

**Performance Data:** There are no performance issues.

**Compliance Data:** There are no compliance issues.

**Contract Managers:** Leida Altman Carrillo, Department of Procurement Management  
Mari Saydal-Hamilton, Miami-Dade Housing Agency  
June Randall, Enterprise Technology Services Department

**Contract Effective Date:** June 6, 2007 subject to retroactive approval by the Board of County Commissioners and expiration of the mayoral veto period.

**JUSTIFICATION**

Seeking ratification of an emergency contract awarded by the Miami-Dade Housing Agency (MDHA) on June 6, 2007 for training required on the current Emphasys Computer System (ECS), and procedure realignment for the MDHA Accounting Division. The issuance of this emergency will assist the department in completing tasks required to comply with the U.S. Department of Housing and Urban Development's mandates for conversion to a new monitoring methodology for Asset Management. Asset Management is used for budgeting, funding and monitoring the performance of public housing authorities. MDHA requires the assistance of Emphasys to train staff and assist with procedure re-engineering of its accounting processes.

This emergency was issued to Emphasys Computer Solutions, Inc. the sole proprietor of the Emphasys Computer System (ECS) currently utilized by MDHA. Emphasys is an awarded vendor on a current MDHA contract that provides software licensing and maintenance to ECS. This vendor is thoroughly familiar with all MDHA systems and processes. Emphasys has staffing capabilities to immediately mobilize and provide the necessary services.

The issuance of this emergency contract was certified by the director of MDHA, as required by *Administrative Order 3-38*.

---

1 c/

**SECTION #4**  
**NON-COMPETITIVE CONTRACT MODIFICATIONS**

**Item 4.1**

**RECOMMENDATION**

It is recommended that the Board of County Commissioners approve a modification to this contract for additional time for the Miami-Dade Juvenile Services Department (JSD) to continue Phase III of the research and implementation of the National Demonstration Program at the JSD. This contract modification will allow the JSD to continue the use of the Thurston Group, Inc. for research and planning services.

**Contract No.:** BW7860-0/07

**Contract Title:** Consulting Services Demo Project – Phase III

**Description:** This contract provides the JSD with research, consulting and planning services of the Thurston Group, Inc. for continued implementation of the federally funded National Demonstration Project.

**Initial Contract Term and Estimated Usage:** June 23, 2005 through September 30, 2007  
**\$461,000 for one year**

**Type of Change:** Additional time (one year)

**Existing Allocation:** \$461,000 for one year

**Increase By:** \$ 0

**Modified Allocation:** Unchanged

**Using/Managing Agencies and Funding Sources:**

<u>Department</u>	<u>Existing Allocation</u>	<u>Additional Allocation</u>	<u>Modified Allocation</u>	<u>Funding Source</u>
Juvenile Services Department	\$461,000	\$ 0	\$461,000	Federal Grant

**Current Expiration:** September 30, 2007

**Modified Expiration:** September 30, 2008

**Vendor:** •The Thurston Group Inc.  
(Local Vendor)

**Address:** 1175 N.E. 125<sup>th</sup> St.  
North Miami, FL 33161

**Principal:** Maxine A. Thurston

**Contract Measure:** No measure – bid waiver

**Local Preference:** Not applicable

15

<b>Living Wage:</b>	The Living Wage Ordinance does not apply.
<b>User Access Program (UAP):</b>	This contract does not include the User Access Program (UAP) provision due to the funding source.
<b>Performance Data:</b>	There are no performance issues.
<b>Compliance Data:</b>	There are no compliance issues.
<b>Contract Managers:</b>	Leonard Gonzalez, Department of Procurement Management  La Tosha Tarver, Miami-Dade Juvenile Services Department
<b>Contract Modification Effective Date:</b>	Upon approval by the Board of County Commissioners and expiration of the mayoral veto period.

**REASON FOR CHANGE**

Authorization is requested for additional time to provide the Miami-Dade Juvenile Services Department (JSD) the continued consulting, research and planning services associated with the implementation of Phase III of the federally funded National Demonstration Program.

The JSD is the centralized processing, referral and evaluation center for all juveniles arrested in Miami-Dade County. Since June 19, 2000, the JSD has been awarded over \$4 million from the US Department of Justice, Office of Juvenile Justice and Delinquency Prevention to implement a National Demonstration Project.

On April 8, 2001, the Board of County Commissioners approved an agreement with The Thurston Group, Inc. for Phase I of the project. Subsequently, the Board approved Phase II on February 17, 2004 and Phase III (final phase) on June 7, 2005. This contract requires the firm to provide research and planning services to the JSD in the development and implementation of a National Demonstration Project.

The National Demonstration Project is a federally funded initiative to gather information regarding juvenile criminal behavior on a complete arrest population. The goal of the project is to determine the most appropriate juvenile assessment tools, and develop state-of-the-art intervention for this population. The information gathered through the research will assist in the development of specific programs for targeted groups and identify improvements aimed at reducing criminal activity among Miami-Dade County juveniles.

This modification will allow the JSD to continue to work with the firm that has successfully managed this complex project. It will allow the project to continue until the federal funding is exhausted with no disruption to Phase III implementation.

**Item 4.2**

**RECOMMENDATION**

It is recommended that the Board of County Commissioners approve a modification to this contract for the purchase and lease of copy machine equipment.

The allocation for the Office of the Citizens' Independent Transportation Trust (OCITT) will be funded entirely by Surtax funding. As a direct result of the People's Transportation Plan (PTP), OCITT was formed to oversee the implementation of the PTP.

**Contract No.:** BW7123-3/07-3

**Contract Title:** **Purchase and Lease of Copy Machine Equipment**

**Description:** This contract is established for the purchase and lease of copy machine equipment for various County departments.

**Initial Contract Term and Estimated Usage:** July 1, 2003 through June 30, 2005  
**\$17,419,606 for two years**

**Options-to-Renew and Estimated Usage:** Three, one-year options-to-renew through June 30, 2008  
**\$26,129,409 for three years**

**First option-to-renew:** July 1, 2005 through June 30, 2006  
    **\$8,709,803 for one year**

**Second option-to-renew:** July 1, 2006 through June 30, 2007  
    **\$8,709,803 for one year**

**Third option-to-renew:** July 1, 2007 through June 30, 2008  
    **\$8,709,803 for one year**

**Type of Change:** Allow OCITT to access this contract with an allocation of \$15,000 from currently unallocated funding, using PTP funding source.

**Existing Allocation:** \$8,709,803 for one year

**Increase By:** \$ 0

**Modified Allocation:** \$8,709,803 for the one-year term

**Using/Managing Agencies and Funding Sources:**

<u>Departments using PTP Funds</u>	<u>Existing Allocation</u>	<u>Additional Allocation</u>	<u>Modified Allocation</u>	<u>Funding Source</u>
OCITT	\$ 0	\$ 15,000	\$ 15,000	PTP Surtax Operating Revenue and PTP Surtax
Transit	<u>\$ 125,000</u>	<u>\$ 0</u>	<u>\$ 125,000</u>	
<b>Sub-total:</b>	<b>\$ 125,000</b>	<b>\$ 15,000</b>	<b>\$ 140,000</b>	

<u>Departments</u>	<u>Existing Allocation</u>	<u>Additional Allocation</u>	<u>Modified Allocation</u>	<u>Funding Source</u>
Animal Services	\$ 35,000	\$ 0	\$ 35,000	General Fund
Audit & Management Svcs.	\$ 20,500	\$ 0	\$ 20,500	General Fund
Aviation	\$ 424,316	\$ 0	\$ 424,316	Operating Revenue
Board of County Commissioners	\$ 35,000	\$ 0	\$ 35,000	General Fund
Building	\$ 125,000	\$ 0	\$ 125,000	Operating Revenue
Building Code Compliance	\$ 140,000	\$ 0	\$ 140,000	Operating Revenue
Business Development	\$ 105,000	\$ 0	\$ 105,000	General Fund
Capital Improvement	\$ 100,000	\$ 0	\$ 100,000	General Fund
Chief Information Officer	\$ 277,778	\$ 0	\$ 277,778	General Fund
Clerk of Courts	\$ 595,000	\$ 0	\$ 595,000	Clerk Revenue
Communications	\$ 40,000	\$ 0	\$ 40,000	General Fund
Community Action Agency	\$ 139,000	\$ 0	\$ 139,000	Federal Revenue
Community & Econ. Dev.	\$ 134,930	\$ 0	\$ 134,930	Federal Revenue
Community Relations	\$ 6,000	\$ 0	\$ 6,000	General Fund
Consumer Services	\$ 61,000	\$ 0	\$ 61,000	General Fund
Corrections	\$ 400,000	\$ 0	\$ 400,000	General Fund
County Attorney's Office	\$ 94,000	\$ 0	\$ 94,000	General Fund
County Manager's Office	\$ 79,000	\$ 0	\$ 79,000	General Fund
Cultural Affairs	\$ 15,000	\$ 0	\$ 15,000	General Fund
DERM	\$ 50,000	\$ 0	\$ 50,000	Proprietary
Elections	\$ 100,000	\$ 0	\$ 100,000	General Fund
Employee Relations	\$ 65,000	\$ 0	\$ 65,000	General Fund
Enterprise Technology	\$ 70,000	\$ 0	\$ 70,000	General Fund
Ethics Commission	\$ 20,000	\$ 0	\$ 20,000	General Fund
Finance	\$ 150,000	\$ 0	\$ 150,000	General Fund
Fire Rescue	\$ 175,000	\$ 0	\$ 175,000	Fire District Funds
Government Information Ctr.	\$ 42,000	\$ 0	\$ 42,000	General Fund
GSA	\$ 277,500	\$ 0	\$ 277,500	General Fund
Housing	\$ 375,000	\$ 0	\$ 375,000	Federal Revenue
Housing Finance Authority	\$ 15,000	\$ 0	\$ 15,000	Proprietary
Human Services	\$ 475,000	\$ 0	\$ 475,000	General, State and Federal Funds
Independent Review Panel	\$ 11,000	\$ 0	\$ 11,000	General Fund
International Trade Consortium	\$ 2,000	\$ 0	\$ 2,000	General Fund
Judicial Administration	\$ 33,501	\$ 0	\$ 33,501	Proprietary
Juvenile Services	\$ 120,000	\$ 0	\$ 120,000	General Fund
Law Library	\$ 80,000	\$ 0	\$ 80,000	General Fund
Library	\$ 251,300	\$ 0	\$ 251,300	District Revenue
Mayor's Office	\$ 10,000	\$ 0	\$ 10,000	General Fund
Medical Examiner	\$ 140,000	\$ 0	\$ 140,000	General Fund
Metro Miami Action Plan	\$ 30,000	\$ 0	\$ 30,000	General Fund
Metropolitan Planning Org.	\$ 50,000	\$ 0	\$ 50,000	Grant and Federal
Miami-Dade Police	\$ 550,000	\$ 0	\$ 550,000	General Fund
Park and Recreation	\$ 400,000	\$ 0	\$ 400,000	General Fund
Planning and Zoning	\$ 30,000	\$ 0	\$ 30,000	Operating Revenue

Procurement Management	\$ 15,000	\$ 0	\$ 15,000	UAP Revenue
Property Appraiser	\$ 67,500	\$ 0	\$ 67,500	General Fund
Public Works	\$ 150,000	\$ 0	\$ 150,000	General Fund
Safe Neighborhood Parks	\$ 2,500	\$ 0	\$ 2,500	Operating Revenue
Seaport	\$ 30,000	\$ 0	\$ 30,000	Operating Revenue
Solid Waste	\$ 198,000	\$ 0	\$ 198,000	Operating Revenue
S. Florida Workforce Mgt.	\$ 6,749	\$ 0	\$ 6,749	Proprietary
State Attorney's Office	\$ 54,000	\$ 0	\$ 54,000	Proprietary
Strategic Business Mgmt	\$ 116,000	\$ 0	\$ 116,000	General Fund
Team Metro	\$ 458,231	\$ 0	\$ 458,231	General Fund
Urban Revitalization Task Force	\$ 2,000	\$ 0	\$ 2,000	General Fund
Vizcaya	\$ 17,000	\$ 0	\$ 17,000	Operating Revenue
Water and Sewer	\$ 450,000	\$ 0	\$ 450,000	Operating Revenue
Unallocated	<u>\$ 668,998</u>	<u>\$ (15,000)</u>	<u>\$ 653,998</u>	
Sub-total:	\$8,584,803	\$ (15,000)	\$ 8,569,803	
<b>Total:</b>	<b>\$8,709,803</b>	<b>\$ 0</b>	<b>\$ 8,709,803</b>	

**Current Expiration:** June 30, 2008

**Modified Expiration:** Same

<b>Vendors:</b>	<b>Address</b>	<b>Principal</b>
•Copyco, Inc. (Local vendor)	6401 Nob Hill Road Tamarac, FL 33321	Brent Colston
•Danka Office Imaging Co. (Non-local vendor)	11101 Roosevelt Blvd. St. Petersburg, FL 33716	Jeff T. Wood
•Ikon Office Solutions, Inc. (Non-local vendor)	70 Valley Stream Parkway Malvern, PA 19355	Matthew J. Espe
•Konica Minolta Business Solutions, Inc. (Non-local vendor)	100 Williams Drive Ramsey, NJ 07446	Jun Haraguchi
•Miami Office Systems, Inc. (Local vendor)	14791 Oak Lane Miami, FL 33016	Luis Gonzalez
•Ricoh Americas Corp. (Non-local vendor)	5 Dedrick Place W. Caldwell, NJ 07006	Susumu Ichioka
•Xerox Corporation (Non-local vendor)	800 Long Ridge Road Stamford, CT 06904	Annie Mulcahy

**Contract Measure:** None. The solicitation was advertised before the implementation of the Small Business Enterprise Program.

**Local Preference:** Applied in accordance with the Local Preference Ordinance.

**Living Wage:** The Living Wage Ordinance does not apply.

**User Access Program (UAP):** This contract includes the User Access Program (UAP) provision. The 2% discount is being collected on all purchases that do not have a federal funding source.

**Performance Data:** There are no performance issues.

**Compliance Data:** There are no compliance issues.

**Contract Managers:** Leonard Gonzalez, Department of Procurement Management

This contract contains allocations for 59 departments. Each department has a designated contract manager.

**Contract Modification Effective Date:** Upon approval by the Board of County Commissioners and expiration of the mayoral veto period. The additional allocation will become effective only after approval by the Citizens' Independent Transportation Trust.

**REASON FOR CHANGE**

Authorization is necessary for the Office of the Citizens' Independent Trust (OCITT) to access this contract to purchase or lease copy machine equipment. OCITT requires an allocation to pay for the lease of one Canon copier. The allocation will be transferred from unallocated funds in the contract. The current contract value will not increase.

This copier will replace a copier lease that expires in October 2007. The prior lease was approved by the Board of County Commissioners on September 5, 2005. OCITT staff distributes agenda packages to Trust members and staff for CITT meetings. The copier is networked, allowing OCITT staff to use it as a network printer and a fax.

---

20

**SECTION #5**  
**CONFIRMATION (UNAUTHORIZED) PURCHASES**

Item 5.1

**RECOMMENDATION**

It is recommended that the Board of County Commissioners ratify a confirmation purchase to Weathertrol Maintenance Corp. for chiller repairs at Building #33 at Miami International Airport (MIA) for the Miami-Dade Aviation Department.

**Contract No:** CP8440-AV

**Contract Title:** MIA Chiller Repair Building #33

**Description:** To furnish repair services to a chiller at MIA Building #33.

**Term:** November 1, 2006 through November 22, 2006

**Contract Amount:** \$97,015

**Using/Managing Agencies and Funding Sources:**

<u>Department</u>	<u>Allocation</u>	<u>Funding Source</u>
Aviation	\$97,015	Operating Revenue

**Vendor:**

	<u>Address</u>	<u>Principal</u>
•Weathertrol Maintenance Corp. (Local vendor)	7250 N.E. 4th Ave. Miami, FL 33138	Carlos I. Borja

**Contract Measure:** Not applicable

**Review Committee Date:** Not applicable

**Living Wage:** The Living Wage Ordinance does not apply.

**Contract Managers:** Lourdes Betancourt, Department of Procurement Management  
Neivy Garcia, Miami-Dade Aviation Department

**JUSTIFICATION**

Approval is requested to ratify the award of an unauthorized (confirmation) purchase for the Miami-Dade Aviation Department (MDAD) to pay invoices from Weathertrol Maintenance Corp (WMC) for the unauthorized purchase of repair services for the chiller at Building #33 at Miami International Airport (MIA).

The County had a contract in place with American Standard, Inc. and WMC that expired on June 30, 2007. The award of that contract was based on regular monthly maintenance only and did not

cover unscheduled repairs.

MDAD contacted WMC for unscheduled repair of the chiller in Building #33 at MIA. MDAD received the invoices for this work in May 2007, delaying the presentation of this unauthorized purchase to the Board of County Commissioners.

Due to the delay in receiving the invoices, a previous confirmation purchase was processed by the Department of Procurement Management in the amount of \$95,000 to pay for Phase One of the additional repairs. This confirmation purchase will cover Phase Two of the repairs.

---

**SECTION #6**  
**REQUESTS FOR AUTHORITY TO EXERCISE OPTIONS-TO-RENEW (OTRs)**  
**UNDER EXISTING NON-COMPETITIVE CONTRACTS THAT WOULD BRING THE**  
**CUMULATIVE CONTRACT VALUE TO MORE THAN \$100,000**

Item 6.1

**RECOMMENDATION**

It is recommended that the Board of County Commissioners authorize the Options-to-Renew (OTR) for a non-competitive contract for maintenance of the Tour Andover heating, ventilation and air conditioning (HVAC) system for the Miami-Dade Corrections and Rehabilitation Department (MDCR) and the General Services Administration (GSA). The current contract term expires on March 31, 2008. Exercising the OTRs will bring the cumulative value of the contract over \$100,000 for a total value of \$154,575.

**Contract No.:** SS8025-3/10-1

**Contract Title:** Tour Andover Heating/Maintenance

**Description:** This contract was established to purchase maintenance for a Tour Andover heating, ventilation and air conditioning (HVAC) system for the Corrections and Rehabilitation Department and the General Services Administration.

**Initial Contract Term and Estimated Usage:** April 1, 2006 through March 31, 2007  
**\$25,350 for one year, with three, one-year options-to-renew**

**Option-to-Renew and Estimated Usage:** Three, one-year options-to-renew through August 31, 2010  
**\$129,225 over the three-year period**

**First Option-to-Renew:** April 1, 2007 through March 31, 2008  
**\$25,350 for one year**  
**\$17,725 modification approved by Procurement Management**  
**on June 20, 2007 to allow GSA to access this contract**  
**\$43,075 for one year**

**Second Option-to-Renew:** April 1, 2008 through March 31, 2009  
**\$43,075 for one year**

**Third Option-to-Renew:** April 1, 2009 through March 31, 2010  
**\$43,075 for one year**

**Using/Managing Agencies and Funding Sources:**

<b><u>Departments</u></b>	<b><u>Existing Allocation</u></b>	<b><u>Funding Source</u></b>
MDCR	\$25,350	General Fund
GSA	<u>\$17,725</u>	Internal Service Charges
<b>Total:</b>	<b>\$43,075 for one year</b>	

**Contract Measure:** No measure – sole source

**Local Preference:** Not applicable

**User Access Program (UAP):** This contract includes the User Access Program (UAP) provision. The 2% discount will be collected on all purchases.

**Performance Data:** There are no performance issues.

**Compliance Data:** There are no compliance issues.

**Vendor:** **Address** **Principal**  
•Advanced Control Corp. 6001 N.E. 14<sup>th</sup> Ave. Matthew W. Jones  
(Local vendor) Ft. Lauderdale, FL 33334

**Contract Managers:** Aylin Borrego, Department of Procurement Management  
Mohammad Haq, Corrections and Rehabilitation Department  
Lucy Romano, General Services Administration

### **JUSTIFICATION**

This contract is used by Miami-Dade Corrections and Rehabilitation Department to maintain and repair a Tour Andover HVAC system that is integrated with the Tour Andover Building Management System at the Women's Detention Center. Advanced Control Corporation is the only authorized distributor of the Tour Andover System in the State of Florida due to proprietary rights, integration and geographical territory in this market segment (jails and detention centers).

General Services Administration utilizes this contract to provide maintenance and repairs for the Tour Andover building management system at the Overtown Transit Village.

---

**SECTION #7**

**REQUESTS FOR RETROACTIVE APPROVAL FOR THE EXECUTION OF THE OPTIONS-TO-RENEW (OTRs) UNDER EXISTING NON-COMPETITIVE CONTRACTS THAT WOULD BRING THE CUMULATIVE CONTRACT VALUE TO MORE THAN \$100,000**

Item 7.1

**RECOMMENDATION**

It is recommended that the Board of County Commissioners ratify the execution of the first and second Options-to-Renew (OTRs) and authorized execution of remaining OTRs for this non-competitive contract to purchase maintenance support services for the INFAX Flight Information Display System (FIDS) at Miami International Airport (MIA). The current contract term expires on October 31, 2007. Exercising the OTRs will bring the cumulative value of the contract over \$100,000, for a total value of \$500,000.

**Contract No.:** SS7768-4/09-2

**Contract Title:** INFAX System Maintenance, Replacement and Repair

**Description:** This contract is established for the purchase of maintenance support services for the INFAX Flight Information Display System (FIDS) at Miami International Airport (MIA).

**Initial Contract Term and Estimated Usage:** November 1, 2004 through October 31, 2005  
\$100,000 for one year, with four, one-year options-to-renew

**Option-to-Renew and Estimated Usage:** Four, one-year options-to-renew through October 31, 2009  
\$400,000 over the four-year period

First Option-to-Renew: November 1, 2005 through October 31, 2006  
\$100,000 for one year

Second Option-to-Renew: November 1, 2006 through October 31, 2007  
\$100,000 for one year

Third Option-to-Renew: November 1, 2007 through October 31, 2008  
\$100,000 for one year

Fourth Option-to-Renew: November 1, 2008 through October 31, 2009  
\$100,000 for one year

**Using/Managing Agencies and Funding Sources:**

<u>Department</u>	<u>Existing Allocation</u>	<u>Funding Source</u>
Aviation	\$100,000 for one year	Operating Revenue

**Contract Measure:** No measure – sole source

**Local Preference:** Not applicable

**User Access Program (UAP):** This contract does not include the User Access Program (UAP) provision due to the funding source.

**Performance Data:** There are no performance issues.

**Compliance Data:** There are no compliance issues.

**Vendor:**

	<b>Address</b>	<b>Principal</b>
•International Display Systems, Inc. (Non-Local vendor)	3131 S. Dixie Dr. # 505 Dayton, OH 45439	Robert Keelor

**Contract Managers:** Jose Rivero, Department of Procurement Management  
Stephen Podley, Miami-Dade Aviation Department

### **JUSTIFICATION**

This contract is to provide maintenance support services for the INFAX Flight Information Display System (FIDS) at Miami International Airport (MIA). The INFAX flight information system is used at MIA to display flight information to passengers. This computer system integrates with approximately 900 display monitors that are essential for airport operations at MIA.

The Miami-Dade Aviation Department (MDAD) is replacing the INFAX system with a new Flight Information Display System. However, full implementation of the new system is not expected to be completed for several years. MDAD will operate with both systems until the new one is fully operational.

INFAX flight information system is proprietary to INFAX, Inc. Market research indicates that International Display Systems, Inc. is the only vendor certified to provide maintenance and repair for the INFAX System.

---